FSC-8-A	1/8/97
SUBJECT: 1997 Retail Accrual Procedures	

DISTRIBUTION:

X	AVP	X	KAM	___	DM
X	RSM	X	AM	___	RM
X	RBM	X	AE	___	REP
X	ROM				

Several changes will be implemented for the 1997 Retail Accrual Process to assist your management of the Retail Accrual Program. Beginning in 1997, the functions relating to 1997 Retail Accrual have been moved from SIS to BPE. For 1996 Retail Accrual Statements, please follow the same procedures as you have in the past to request RAC statements.

1997 Retail Accrual Statement Availability and Procedures

The 1997 Retail Accrual Statements will be available per your request on Monday, January 20, 1997. **Before the statements are requested however, maintenance must be completed to ensure the Accruals are accurate.**

In prior years, the Retail Accrual chain-id roll-up was established by adding the retail accrual contracts to the SIS Chain Headquarters Contract Payment Responsibility screen. The process has been simplified for the 1997 Retail Accrual program. Chain-id roll-ups are now determined by establishing Chain Control Points for each chain level.

Note

For clarification purposes, **Chain Control Points** define the chain accrual roll-ups for each chain level. **Pay Points** are the SIS account numbers that have been linked to the chain-id for payment purposes. Pay Point accounts are non-retail accounts that have been established for requesting vouchers in TPS.

Establishing Chain Control Points is necessary in order for Retail Accrual dollars to roll-up to the appropriate chain level. The Retail Accrual statements will be rolled up and reported based upon your designation of these Chain Control Points.

In order for the 1997 RAC statements to be properly reported, you must take the following actions to insure that all information for RAC is correct:

- **All contracts have been properly entered in the Master List for each Retail Account.**
- **All chain control points have been properly designated using function D21 in BPE.**
- **All SIS Account numbers linked to each level of the chain-id are active, non-retail accounts. Retail accounts cannot be established as SIS Pay Points for chains.**
- **In order to determine which chain-id's and pay points have incomplete or incorrect data, use function D24 in BPE to view chain pay point exceptions.**

Sarah Note → Should be ok

51859 9500

Source: https://www.industrydocuments.ucsf.edu/docs/rgwn0000

1997 Retail Accrual Functions

How to Access 1997 Retail Accruals

The following procedures access the 1997 Retail Accrual functions:

1. From the BPE Main Menu, enter **APP** in the FN field.

2. To access the Retail Accrual functions, enter **RAC - Retail Accrual** from any FN field within BPE or **D20 - RAC FIELD SALES FUNCTIONS** from any FN field within BPE.

3. The following functions are available for 1997 RAC:
   D21 - RAC CHAIN CONTROL POINT MAINT
   D23 - RAC REQUEST STATEMENT
   D24 - VIEW CHAIN PAY POINT EXCEPTIONS

Listed below is a detailed explanation of each of the 1997 RAC functions available.

D21 - RAC CHAIN CONTROL POINT MAINT

The D21 function will allow you to establish the chain hierarchy roll-up for the RAC statements. Enter the first 4 numbers of the chain-id that you wish to update. A list of all lower level chain-id's within the chain will appear with the number of retail stores assigned to each level of the chain. All chain-id control points have been loaded initially at the highest level of the chain. Only the ROU with division responsibility for the highest level of the chain can designate the control points.

Enter '**C**' beside the levels of the chain-ids where the roll-up should occur.
Enter '**I**' beside the levels of the chain-ids if the retail accounts are to be reported as independents.

Note: Any updates to the Chain Control Points will not be reflected in the RAC statements until Monday of the next business week.

For Example: Acme Convenience, Chain-id 1234-00-00 has 6 levels of chain-ids.

1234-00-00	Acme Convenience
1234-01-00	Acme Northeast
1234-02-00	Acme Southeast
1234-03-00	Acme Southwest
1234-04-00	Acme Northwest
1234-05-00	Acme Franchise

Chain Control Point designated as 1234-00-00: ('C' beside 1234-00-00)
All accounts assigned to any level of 1234-XX-XX will be rolled up to 1234-00-00.

Chain Control Points designated as 1234-00-00, 1234-01-00 & 1234-02-00: ('C' beside 00, 01,02)
Accounts assigned to 1234-01-XX will be rolled up to 1234-01-00.
Accounts assigned to 1234-02-XX will be rolled up to 1234-02-00.
Accounts assigned to 1234-03-XX, 1234-04-XX, 1234-05-XX, will be rolled up to 1234-00-00.

51859 9501

Source: https://www.industrydocuments.ucsf.edu/docs/rgwn0000

Chain Control Points designated as Independent for 1234-05-00: ('I' beside 1234-05-00)
Accounts will be reported as independents within each geographic division where the account is assigned and not included in any chain roll-ups.

No Chain Control Points designated:
All accounts assigned to 1234-XX-XX will be reported as independents within each geographic division where the account is assigned.

D23 - RAC REQUEST STATEMENT

Enter the year of the Retail Accrual.

Select only one of the options: Regular Statement Request or
Mass Region Request.

The same print options are available for the 1997 RAC that have been available for the prior year statements.

D24 - VIEW CHAIN PAY POINT EXCEPTIONS MUST do !!

Enter the responsible region/division level.

A list of all chain-ids where the chain responsibility is within the requested level will appear. An error message will be displayed for each chain-id that contains incomplete or incorrect information for its paypoint. To correct these errors, use the update functions in the Chain Headquarters section of SIS. It may be necessary to establish new indirect account numbers in SIS in order to build the proper link. Any SIS Account number linked to the chain-id must be a non-retail, active account with the proper chain-id assigned to the account on the Master List.

As previously mentioned, the Retail Accrual statements will be available for your request on Monday January 20, 1997. As with all reports, the data is only as good as the input used to create the report. Please ensure these preliminary procedures are complete and accurate prior to requesting 1997 statements.

Additional Retail Accrual functions will be available to help manage the program once these initial steps are implemented.

Program Contact: Bill Duffy, extension #5776

R. J. REYNOLDS TOBACCO COMPANY

51859 9502

Source: https://www.industrydocuments.ucsf.edu/docs/rgwn0000

To: Noonan, R, Myers, Keith, Ridge, Robert, Burrows, Robert, Westenberger, R, Jurgensen, Kurt T., Leonard, John M., Norris, Chuck H., Rush, Sarah, Macleod, Stephen, Eckardt, Diane C.
From: 1610 - Buffalo ROU (BRZEZIE)
Posted: 1/9/97 9:13
Opened: 1/9/97 21:01
Subject: FWRD: FSC-8-A 1997 Retail Accrual Proce

forwarding the following.....

========== <Forwarded Letter> ==========
From: Davis, Carla C.
To: 1610
Subject: FSC-8-A 1997 Retail Accrual Procedures
Posted: 01/08/97 16:23
Priority: Normal

[[FSC8A.DOC : 2829 in FSC8A.DOC]]

51859 9503

Source: https://www.industrydocuments.ucsf.edu/docs/rgwn0000